

# Bayfield County Clerk

Lynn M. Divine, *County Clerk*

Kim Mattson, *Accountant*  
Gail M. Reha, *Bookkeeper*

Jeran Delaine, *Deputy Clerk*  
Paige Terry, *Clerk III*



Ph: 715.373.6100 • Fx: 715.373.6153 • Email: [Lynn.Divine@bayfieldcounty.wi.gov](mailto:Lynn.Divine@bayfieldcounty.wi.gov) • 117 E. Fifth Street, PO Box 878, Washburn, WI 54891

## Minutes

### Monthly Meeting of the Bayfield County Board of Supervisors July 25, 2023

Meeting Held in the Bayfield County Board Room, Courthouse, Washburn, WI

**Call to Order:** The monthly meeting of the Bayfield County Board of Supervisors was called to order at 6:02 p.m. by Bayfield County Board Chairman, Dennis M. Pocernich. A roll call was taken by County Clerk, Lynn Divine, as follows: Steve Sandstrom-present; Larry Fickbohm-present; Jeremy Oswald-present; Fred Strand-present; Marty Milanowski-present; Jim Crandall-present; Dennis Pocernich-present; Mary Dougherty-present; Charly Ray-present virtually; Jeff Silbert-present; John Rautio-present; Madelaine Rekemeyer-present; Brett Rondeau-present. Total: 13 present, 0 absent. A quorum was present to conduct business.

**Others Present:** County Administrator- Mark Abeles-Allison; County Clerk- Lynn M. Divine; Accountant- Kim Mattson (virtually); Bookkeeper- Gail Reha (virtually); Emergency Management Director- Meagan Quaderer (virtually); Veteran's Services Officer- Kevin Johnson; UW Extension Community Development Educator- Kellie Pederson; UW Extension Housing Educator- Kelly Westlund; Human Services Director- Elizabeth Skulan; Veterans Affairs Congressional District 7 Representative- Jason Maloney; Wisconsin Department of Administration Secretary- Kathy Blumenfeld; Wisconsin Department of Administration Deputy Secretary- Chris Patton; Wisconsin Division of Gaming Administrator- John Dillet; State Senator for District 25- Romaine Quinn; Board of Commissioners of Public Lands Representative- Tom German; Division Administrator of Intergovernmental Relations- Dawn Vick; Legal Counsel at Wisconsin Division of Gaming- Jeff Simmons; Northwest Regional Planning Commission President- Sheldon Johnson; Public Health Director- Sara Wartman; and Clerk III- Paige Terry

**Pledge of Allegiance:** The Pledge of Allegiance was recited by all in attendance.

**Bayfield County Fair Presentation:** The Bayfield County Fair will take place August 10-13, 2023. Abeles-Allison distributed Fair advertisement flyers to the board and ask that they be posted. Fair exhibitors will be given free entry to the fair. Pocernich stated that the Fair is still looking for volunteers.

**Veteran's Affairs Secretary James Bond, Presentation and Q&A:** Veteran's Affairs Secretary, James Bond, gave a review of his history with the office and his career. Crandall presented Bond with a key to Bayfield County.

**Department of Administration Secretary Kathy Blumenfeld, Presentation and Q&A:** Department of Administration Secretary, Kathy Blumenfeld, spoke on a number of challenges and projects being addressed by the department. Oswald presented Blumenfeld with a key to Bayfield County.

Division of Gaming Administrator, John Dillet, reviewed his responsibilities and explained the role of the division.

Senator, Romaine Quinn, spoke on a number of topics being addressed by the state as well as a number of potential funding opportunities for the county and municipalities.

Board of Commissioners of Public Lands representative, Tom German, reviewed the role of the board.

## **Bayfield County Resolution No. 2023-76:**

### **In Recognition of the Wisconsin Department of Administration**

**WHEREAS**, the Department of Administration develops and implements the state budget and supports state agencies; *and*,

**WHEREAS**, the State of Wisconsin's assistance in recent years has been unparalleled in both financial and technical support; *and*,

**WHEREAS**, the Department's Coastal Management program is instrumental in Bayfield County achieving its conservation and watershed protection goals, and increasing and improving our residents' and visitors' use and enjoyment of our coastal resources; *and*,

**WHEREAS**, Bayfield County has benefitted from policies and procedures adopted by the Department of Administration through other programs including Housing, Planning, and Economic Development;

**NOW THEREFORE BE IT RESOLVED**, that the Bayfield County Board of Supervisors assembled this 25<sup>th</sup> day of July 2023, expresses appreciation for the dedication and commitment the Department of Administration demonstrates in carrying out its duties; *and*,

**BE IT FURTHER RESOLVED**, that continued assistance in helping the county achieve natural resource protection/conservation and watershed protection goals be considered; *and*,

**BE IT FURTHER RESOLVED**, that Bayfield County asks for the Department's assistance in addressing affordable housing needs in the region; *and*,

**BE IT FURTHER RESOLVED**, that Bayfield County asks for guidance and support in addressing the service and infrastructure needs of an aging community, including senior housing, continuum of care services (assisted living, nursing home) community accessibility concerns and flexible transportation options; *and*,

**BE IT FURTHER RESOLVED**, that Bayfield County asks for the Department's assistance to help rural communities in Northwest Wisconsin improve energy infrastructure, enhance climate resilience and meet the energy demands of the future.

Strand presented a copy of the resolution to Blumenfeld.

*Motion by Rondeau, seconded by Milanowski to adopt Resolution No. 2023-76 In Recognition of the Wisconsin Department of Administration. Motion carried, 13-0.*

## **Bayfield County Resolution No. 2023-77:**

### **In Recognition of the Wisconsin Department of Veteran Affairs**

**WHEREAS**, the Wisconsin Department of Veteran's Affairs works on behalf of the state's veterans, recognizing their service and sacrifice to our state and nation; *and*,

**WHEREAS**, the Bayfield County Veteran's Services Department prides itself on supporting veterans and their families, caregivers, and survivors;

**NOW THEREFORE BE IT RESOLVED**, that the Bayfield County Board of Supervisors assembled this 25<sup>th</sup> day of July 2023, expresses their appreciation on behalf of Bayfield County for the dedication and commitment the Department of Veteran's Affairs demonstrates in carrying out its duties; *and*,

**BE IT FURTHER RESOLVED**, that Bayfield County asks for the Department’s assistance with addressing assisted living and nursing home needs for veterans in Bayfield County. With only one nursing home in Bayfield County, and nursing homes across the state closing, this is a critical issue for veterans and their families.

Oswald presented a copy of the resolution to Bond.

*Motion by Rondeau, seconded by Rautio to adopt Resolution No. 2023-77 In Recognition of the Wisconsin Department of Veteran Affairs. Motion carried, 13-0.*

**Public Comment:** Sheldon Johnson, Northwest Regional Planning Commission, spoke on the incubator project in Iron River and explained that the NWRPC’s Board of Directors will be holding their meeting the next day to approve releasing the funds to Bayfield County to be used as the county sees fit.

Sara Wartman, Town of Kelly, asked that the county board, when considering housing, focuses on revitalizing current infrastructure rather than urban sprawl.

**Minutes from June 27, 2023:** *Motion by Milanowski, seconded by Rekemeyer to approve the June 27, 2023 Minutes from the Monthly Bayfield County Board of Supervisors Meeting, Motion carried, 13-0.*

**Search and Rescue (SAR) Team Memorandum of Understanding:** Abeles-Allison reported that corporation counsel, the Sheriff Committee, and the Executive Committee have reviewed the agreement. The agreement would allow the Bayfield County Sheriff, or their designee, to call upon a volunteer team to assist with searches when needed. Quaderer explained that the agreement also allows the team to go into Ashland County. Ashland County would have a similar agreement. *Motion by Oswald, seconded by Fickbohm to approve the Search and Rescue (SAR) Team Memorandum of Understanding. Motion carried, 13-0.*

## **Bayfield County Resolution No. 2023-78:**

### **In Support of FY2024 PSAP Grant Application**

**WHEREAS**, On January 31st, 2023, Ashland and Bayfield Counties resolved to consolidate the Ashland and Bayfield County PSAPs into a consolidated dispatch center; *and*,

**WHEREAS**, On May 30th, 2023, The Office of Emergency Communications awarded Bayfield County funding through the FY23 PSAP Grant; *and*,

**WHEREAS**, Additional funding is needed for training, a more adequate and robust Records Management System (CAD) with 9-1-1 mapping capabilities, and NextGen911 readiness; *and*,

**WHEREAS**, On June 16th, 2023, the Office of Emergency Communications announced the FY2024 PSAP Grant Application process was open and PSAPs are allowed to apply for supplemental funding for FY23 projects;

**NOW THEREFORE BE IT RESOLVED**, that the Bayfield County Board of Supervisors, assembled this 25<sup>th</sup> day of July, 2023, does hereby support the FY2024 PSAP Grant Supplemental Funding application in the amount of approximately \$950,000 and recognizes the grant requires a 20% match of local funds.

Quaderer reported that there were items that were not included in the previous grant application that would be included in this new application.

*Motion by Oswald, seconded by Rautio to adopt Resolution No. 2023-78 In Support of FY2024 PSAP Grant Application. Motion carried, 13-0.*

**Bayfield County Resolution No. 2023-81:**

**PSAP Consolidation Budget Amendment 2023**

**WHEREAS**, On May 1st, 2023, Bayfield County in conjunction with Ashland County, applied for the FY23 DMA PSAP Grant; *and*,

**WHEREAS**, On May 30th, 2023, the Department of Military Affairs Office of Emergency Communications awarded Bayfield County funding for a project total of \$833,330, which \$133,332.80 (14%) is required for a local match to be split between Ashland and Bayfield Counties; *and*,

**WHEREAS**, the grant project has a required completion date of December 31st, 2024; *and*,

**WHEREAS**, to meet the completion deadline, purchasing related to the PSAP grant must begin to ensure timely arrival of equipment;

**NOW THEREFORE BE IT RESOLVED**, that the Bayfield County Board of Supervisors, assembled this 25<sup>th</sup> day of July, 2023, does hereby authorize that the 2023 Budget be amended as follows:

PSAP Consortium (Joint Dispatch)

Increase Fund Balance Applied	100-00-49301	by	\$ 66,667
Increase Transfer to 242	100-00-59200-50998	by	\$ 66,667
Increase Grant Revenue	242-16-43520	by	\$699,997
Increase Ashland Co Reimb.	242-16-47320	by	\$ 66,666
Increase Transfer from Other Funds	242-16-49201	by	\$ 66,667
Increase Equipment	242-16-52606-50810	by	\$506,690
Increase Contractual	242-16-52606-50290	by	\$217,134
Increase Capital Improvements	242-16-52606-50820	by	\$ 99,671
Increase Office Supplies	242-16-52606-50310	by	\$ 9,835

Abeles-Allison reported that the joint dispatch grant was finally approved, and the budget amendment would allow the project to begin. Quaderer stated the PSAP Board of Directors would like to get moving on the project sooner than 2024.

*Motion by Oswald, seconded by Sandstrom to adopt Resolution No. 2023-81 PSAP Consolidation Budget Amendment 2023. Motion carried, 13-0.*

**Bayfield County Resolution No. 2023-79:**

**NWRPC Iron River Incubator Proceeds**

**WHEREAS**, Bayfield County partnered with the Northwest Regional Planning Commission in 2003 for the construction of the Iron River incubator; *and*,

**WHEREAS**, Bayfield County made an equity contribution in the amount of \$200,000, and agreement provisions have these funds returning to Bayfield County in 2023; *and*,

**WHEREAS**, Bayfield County built half of Arganbright Road in 2017 in the Bayfield County Business Park on US Highway 2; *and*,

**WHEREAS**, the cost to build the second half of the new gravel road and have it outlet on State Highway 137 is approximately \$500,000. The business park has \$300,000 in funds available for this project; *and*,

**WHEREAS**, Bayfield County Economic Development corporation is talking with companies that would need this new section of road to locate at the Business Park; *and*,

**WHEREAS**, Using the incubator funds to go towards business park road infrastructure keeps these funds in economic development.

**NOW THEREFORE BE IT RESOLVED**, that the Bayfield County Board of Supervisors assembled this 25<sup>th</sup> day of July 2023, does hereby approve dedicating \$200,000 from the Northwest Regional Planning Commission to the completion of the Bayfield County Business Park road project.

Rekemeyer asked if the county is still considering moving forward with the Grand View garage project. Abeles-Allison replied that the county will still be moving forward with the project.

*Motion by Strand, seconded by Rondeau to adopt Resolution No. 2023-79 NWRPC Iron River Incubator Proceeds. Motion carried, 13-0.*

### **Bayfield County Resolution No. 2023-80:**

#### **Establishing a Finance Section Within the County Administrator Budget, Creating the Position of Finance Director and Authorizing Associated Budget Amendments**

**WHEREAS**, Finance responsibilities of the county have grown dramatically in recent years as it relates to State and Federal Funding, Audit Compliance, and County Department Grant Requirements; *and*,

**WHEREAS**, a Finance Director will assist the County Administrator and departments in complying with accounting standards, addressing budget issues and audit compliance; *and*,

**WHEREAS**, Bookkeeper duties are directly related to and support the responsibilities of the Finance Director;

**NOW THEREFORE BE IT RESOLVED**, that the Bayfield County Board of Supervisors assembled this 25<sup>th</sup> day of July 2023, does hereby create a salaried/exempt Finance Director position at the Grade O wage level; *and*,

**BE IT FURTHER RESOLVED**, that the county board does hereby create a finance section within the County Administrator budget; *and*,

**BE IT FURTHER RESOLVED**, that effective August 1, 2023, the Finance Director and Bookkeeper positions shall fall under the supervision of the County Administration office; *and*,

**BE IT FURTHER RESOLVED**, that the County Administrator is authorized to make budget amendments addressing wage adjustments as noted above and comp time pay-outs as necessary to facilitate this transition to a salaried position.

*Motion by Rondeau, seconded by Crandall to adopt Resolution No. 2023-80 Establishing a Finance Section Within the County Administrator Budget, Creating the Position of Finance Director and Authorizing Associated Budget Amendments. Motion carried, 13-0.*

## Reports:

- a) **Wellness on Wheels:** Wartman explained that the Health Department has utilized the Emergency Management Incident Command Trailer to travel throughout the county to provide health services in the rural areas throughout the county. Wartman reviewed a number of services the department looks to use the trailer for.
- b) **Broadband Project Status Report: Barksdale, Town of Washburn West:** Abeles-Allison gave an update on the broadband projects.
- c) **County Web Page Update:** The county website has been updated with a new look.
- d) **Comprehensive Plan Report:** Abeles-Allison reported that the Comprehensive Plan is nearing its final stages and the final document should be coming before the board for approval in October or November.
- e) **Artesian Well Report:** Abeles-Allison reported that the committee has met multiple times and the committee is currently working on a policy statement.
- f) **Evacuation Update:** Abeles-Allison reviewed the board room evacuation procedures.
- g) **Future County Board Meeting Dates:**
  - a. August 29, 2023
  - b. September 26, 2023
  - c. October 31, 2023

**Supervisory Reports:** Silbert expressed appreciation to Abeles-Allison in his role in establishing relationships with the Madison delegates and securing their visits to Bayfield County.

Fickbohm reported that the topic of opening up County Highways to ATVs is a hot topic in his area. Sandstrom stated he had two individuals at the picnic before the meeting approach him expressing concerns regarding opening the roads.

**Adjournment:** There being no further business to come before the Bayfield County Board of Supervisors, Chairman Pocerlich adjourned the meeting at **7:54 p.m.**

Respectfully submitted,

**LYNN M. DIVINE**  
Bayfield County Clerk

LMD/pat